

EXPENSE WORKSHEET - CJA 20

Date	Brief Explanation	Travel Expenses				Other Expenses			
		Mileage	Parking	Meals	Lodging	Copying	Postage	Phone Calls	Other ²
	Total Amount Per Column:								
		Grand Total: \$ _____ (Transfer to Line 17 on CJA 20)				Grand Total: \$ _____ (Transfer to Line 18 on CJA 20)			

²Other than expert, transcripts, etc.

Case No. _____

Defendant's Name:_____

IN-COURT HOURLY WORKSHEET - CJA 20

Date	Brief Description of Services	Arraignment and/or Plea	Bail and Detention Hearings	Motion Hearings	Trial	Sentencing Hearings	Revocation Hearings	Other (Specify)
	Page Total:							
	Grand Total: (Transfer to Item 15 on CJA 20)							

Case No. _____
 Defendant's Name: _____

OUT-OF-COURT HOURLY WORKSHEET - CJA 20

Date	Brief Description of Services	Interviews and Conferences	Obtaining and Reviewing Records	Legal Research and Brief Writing	Travel Time	Investigative and Other Work
Page Total:						
Grand Total: (Transfer to Item 16 on CJA 20)						